Title: Emergency Response Plan

I. Purpose:

The purpose of this policy is to describe the requirements for maintaining an emergency response plan.

II. Policy:

All animal units are required to have an emergency response plan. The plan will include safety procedures for personnel and animals during emergencies as required by the Animal Welfare Act, the Public Health Service Policy, the ILAR Guide for the Care and Use of Laboratory Animals, and the Guide for the Care and Use of Agricultural Animals in Agriculture Research and Teaching as a component of the animal care program.

III. Procedure:

Animal units must include the following elements in their emergency response plan:

- The unit’s command structure
- Communication plans
- An evacuation map and a designated meeting place
- Instructions for contacting Operations and Maintenance for mechanical failures
- Description and acquisition of emergency supplies of food and water for the animals
- Plans for dealing with loss of power, flood, fire and earthquakes and other disasters
- Plans for dealing with escapes, where this is a risk (e.g., primates, large animals).
- Plans for humanely euthanizing animals

Each animal unit is strongly encouraged to incorporate the campus animal care program disaster plan: “The Department Operations Center (DOC) Emergency Operation Plan”, as part of their plan.

Copies of the DOC Emergency Operation Plan and the supplements can be obtained from:
- The Attending Veterinarian
- The IACUC Administrator
- The Office of Emergency Management and Mission Continuity
- Health Monitoring & Compliance Officer
Animal units must provide the Attending Veterinarian (AV) with a current copy of their emergency response plan and supplement. Each time the plan is revised, the AV must receive a copy. Animal units may attach their specific unit's emergency response plan to their departments UC Ready Plan: [http://ucready.ucdavis.edu](http://ucready.ucdavis.edu). Animal Care Units are encouraged to complete a UC Ready Plan specific to their vivaria. Information developed for the UC Ready plan can meet and/or augment the Emergency Response Plan. All staff must be trained on emergency procedures relevant to their position. Facility Managers or designees must maintain a hard copy of the emergency response plan and supplement.

For information on obtaining a copy of the campus plan or assistance completing your plan please contact animaltransfer@ucdavis.edu. For information regarding the UC Ready system and emergency response plans in general please contact the office of Emergency Management and Mission Continuity at prepare@ucdavis.edu.